



EFCL Board Meeting

October 12, 2023 at 6:00 p.m MST,

Via Zoom

In Attendance:

Jenn Parsonage, (District L), President / Chair
Giselle General, (District E), Vice President Internal
Jon Morgan, (District K), Vice President External
Anita Lunden, (District J), Treasurer
Kemoh Mansaray, (District A)
Steven Gaudet, (District C)
Thu Parmer, (District D)
Joshua Wolchansky, (District F)
Bert Richards, (District H)
Lesli Olsen, (District I)

Guests / EFCL Staff:

Wanita Quaia (NFP Insurance Brokers)
Deanne Patsula (City of Edmonton)
Mojgan Ghoreishi (Communication and Marketing Assistant)
Erin Olefeldt (Climate Resilience Advisor)
Laura Cunningham-Shpeley, Executive Director
Sandra Johnston, Board Development Advisor

Minutes recorded by Marjorie Stefanyk

1.0 Land Acknowledgement



J. Parsonage brought the meeting to order at 6:02 p.m. Rather than delivering a traditional land acknowledgement, she chose to share with everyone a personally meaningful recent experience involving a gift of cigarettes she was given at a pipe ceremony. This gift could be shared with others, and she chose to place it at a memorial site for an Indigenous child at her son's school.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone. L.C-Shpeley introduced three new EFCL staff members: Mojgan Ghoreishi, Erin Oledfeldt and Brian Lardner. Erin and Mojgan each spoke briefly about their backgrounds. Brian, (Community Planning Advisor), could not be present, but had prepared a written description of his background, which L.C-Shpeley delivered. Mojgan and Erin then left the meeting.

3.0 Review of the Agenda

No changes or additions were made to the agenda.

Motion 23-10-12-01: Be it resolved that the agenda be accepted as written.

J. Wolensky / J. Morgan

Carried

4.0 Consent Agenda

- 4.1 Minutes, September 14, 2023
- 4.2 Letters, Op Ed, EFCL ZBR, Mens Shed
- 4.3 Committee Reports
- 4.4 District Updated
- 4.5 Associate Memberships for September

Motion 2023-10-12-02: Be it resolved that the consent agenda be accepted as written.

J. Wolensky / L. Olsen

Carried

5.0 News from the City (Deanne Patsula)

- The Neighbourhood Micro Grant and Neighbourhood Connections Grant programs are under review and with final decisions to be communicated on or before November 1, 2023.
- Yard waste pickup is scheduled for two dates: one in October and one in November.



- Fire Prevention Week is October 8 -14. The City is offering a home fire safety online assessment. The Edmonton Fire Rescue Services Fire Prevention Officers are hosting a series of drop-in interactive displays on cooking fires and kitchen fire safety.
- The City is offering a free ice making workshop on November 14 at Clareview Community League to any community group interested in building and maintaining their community ice rink.

5.1 Tripartite Amending Agreement

The current Tripartite Agreement requires that all Community Leagues who wish to enter into a sublicense agreement with a third party must receive City approval (Clause 13.1). With advice from legal counsel, the EFCL recommends that an Amending Agreement be executed with Leagues to remove the clause. The benefits included would be red tape reduction for Leagues simplifying what is a complex City process, placing decision making regarding appropriate activities at the neighbourhood level, recognizing Leagues autonomy to manage their facilities, and providing a more streamlined approach to the sublicense process.

Motion 23-10-12-03: Be it resolved that the EFCL Board accepts the proposed amendment to the Tripartite Agreement.

M. Wolf / J. Wolchansky

Carried

The EFCL will inform the City of Edmonton of the Board motion, allowing the City of Edmonton to communicate the change to Leagues, including the option to sign off on the amending agreement.

D. Patsula left the meeting.

6.0 Insurance Update (Wanita Quaia, L. C-Shpeley)

L. C-Shpeley provided a brief review of what was discussed at the September Board meeting in camera. Emphasis had been on the 5-year loss history, particularly in 2023 up to date and an update on the challenges NFP is experiencing with the renewal of the Community League Insurance Program. W. Quaia said that 10 inspections were conducted on League facilities this spring and summer by Markel, the current provider for the League Insurance Program. They found there were common themes and requested that EFCL review these reports and provide them with a plan as to how they will be supporting Leagues. EFCL has received only 6 of the 10 reports. Markel then sent a list of questions to EFCL, which EFCL responded to within the requested time frame. Markel also requested specific information on how the EFCL would support the Leagues that have received inspection reports. Work has now begun with those 6 Leagues who responded. NFP provided EFCL with “Points to Consider” to support what they are fairly certain will not only be an increase in insurance rates, but very likely a \$25,000 deductible for any property loss. In addition:



• NFP provided EFCL with the specific 10 year lost history of the program which outlines what each claim was for, each year, and the amount of each claim.

- NFP is estimating that the new program increase could be 18% for each League.
- L. C-Shpeley has flagged this with Carla Johnson (City of Edmonton Director of Neighbourhood Services), Councillors Andrew Knack and Aaron Paquette, the Mayor's office, and Andre Corbould (City Manager), who were all sympathetic to the situation.
- Suggestions include bringing forward a budget ask to Fall Supplemental and putting aside some CLIP funds for the deductibles. The City appears open to the idea of having funding set aside for deductibles for Leagues. L. C-Shpeley is currently in conversations with the City Manager's office about how this would work.

Following Board discussion and inquiries, it was recommended to continue to have conversations with the City Manager's office to determine whether funding can be passed to EFCL, or a fund held at the City. Holding funding aside in CLIP is an option, but by continuing to reduce this fund will impact League facility upgrades and renovations. W. Quiaia left the meeting at the end of the discussion.

7.0 \$5 Administration Fee on Memberships

L. C-Shpeley provided a brief history of how the online membership fees evolved based on research by S. Johnston.

It was decided at the September Board meeting during the discussion on the report on online membership sales that the \$5 administration fee, in place since 2015, does not cover the cost of the service. The EFCL currently collects \$65,000 in fees, but the estimated cost of this model will be \$117,065 in 2025, meaning the actual cost will then be \$9 per membership. EFCL costs of providing membership include processing fees which amounted to \$17,116.32 in 2022, system fees of \$68,250 annually, in addition to staffing costs. It was recommended that a staged approach would make it easier on Leagues as well as allowing Leagues to choose to pay the administrative fee instead of it being charged to the purchaser. Details on how this could work would have to be worked out with Communal. Another possibility raised was that Leagues could choose to raise their fees to help cover the administrative fee. Another suggestion was to allow members to pay monthly rather than annually. It was pointed out that some memberships are available for purchase in a number of ways such as being offered for sale at businesses in some communities. Also some Leagues don't charge for memberships.

A question was raised whether it would be possible for Leagues to not use Communal. Is there an option for EFCL to not sell memberships for Leagues? S. Johnston responded that although the answer would be no, it was also possible to very effectively sell memberships in other ways so that members don't necessarily have to rely on EFCL. She also pointed out that the \$5 does not in any way cover current expenses and that any improvement to the system will need to be funded in some way.

Motion 23-10-12-04: Be it resolved that notices of motion be added to the December General Meeting to:



- 1) **Increase the service fee that the public pays for membership purchases to \$7 in September 2024, and increase to \$9 in 2025**
- 2) **Allow Leagues to pay the administrative fee on memberships purchased online instead of the purchaser.**

A.Lunden / L. Olsen

Carried

L. C-Shpeley qualified that the motion would be debated by membership at the June AGM and not at the December General Meeting.

8.0 CLOG Data Information (L. C-Shpeley)

The Community League Operating Grant (CLOG), is funds provided to EFCL and administered through the City of Edmonton grants department. In the Tripartite Agreement negotiations, EFCL requested the ability to collect the data themselves in order to have access to data early on and ensure the questions being asked were valuable to both Leagues and EFCL. Data from 2022 was shared with Leagues and the City. Following the September Board meeting discussion, further background information about the existing CLOG grant (at a base of \$4500) was shared with the Board, along with a copy of the survey for Board review. Current CLOG distribution is on average \$17,246, with the lowest being \$6,558 and the highest \$70,306, a wide spread between highest and lowest. This included public aggregated data as well as City data. City Administration has been advocating to EFCL to change the model to align with the recommendations of the other grants (to be based on what the funds are used for and to consider socio-economic considerations). A motion was made by Councillor Rutherford in 2022 asking for an analysis of this grant. The intent of EFCL is to incorporate League input into the review of this grant. The CLOG formula has not yet been audited by the City. It was recommended that the EFCL proceed with designing a new model for the CLOG grant with the City of Edmonton that would include the following criteria: League infrastructure and amenities, population of neighbourhood(s) served, number of programs offered, number of events offered. In the interest of equity, it was also suggested that the model include socio-economic information about the neighbourhoods. Concerns expressed by some Board members were: ensuring no decreases in this year's CLOG grants, consideration of those Leagues with fewer amenities that are unable to depend on revenue from hall rentals, and how the new formula would be implemented. L. C-Shpeley will be bringing back to the Board results of the new formula possibly by February. She will be asking the City for increases.

Motion 23-10-12-05: Be it resolved that the EFCL proceed with designing a new model for the Community League Operating Grant with the City of Edmonton that includes the following criteria:

1. **League infrastructure and amenities.**
2. **Population of neighbourhood(s) served.**
3. **Number of programs offered.**



4. Number of events offered.

B. Richards / G. General

Carried

Followup includes engaging the City in discussions beginning this fall and bringing new formula options to the Board to review in early 2024.

9.0 Allard Community League

Allard Community League emerged from Blackmud Creek Community League and received their certificate of incorporation on September 28, 2023. Their first AGM is scheduled for November 22, 2023. They will be seeking approval for membership at the December 2023 Annual General Meeting as required by **Bylaw 3.1.5.: “Where a new Community League is seeking membership, it requires majority support of the Membership present at a General Meeting of the EFCL.”**

As an emerging League, Allard has been receiving support from the EFCL in regard to their bylaws, societies application, community engagement, hosting of public meetings, and insurance coverage. EFCL has also been operating as their banker, holding the \$5,000 Emerging Leagues Grant from the City of Edmonton for them. In order to continue this support and expand it to membership supplies and support, the Board would have to pass a motion to provide services to Allard as if they were a member, pending their approval for membership in December.

Motion 23-10-12-06: Be it resolved that the EFCL Board recommend acceptance of Allard Community League as a member of the EFCL at the December 5, 2023 General Meeting.

J. Morgan / G. General

Carried

Motion 23-10-12-07: Be it resolved that the EFCL provide all support to Allard Community League as provided to all Community League Members of the EFCL, pending their acceptance into membership at the December 5, 2023 General Meeting.

B. Richards / L. Olsen

Carried

Staff will continue to support Allard as they prepare for their Annual General Meeting.

10.0 General Meeting

L.C-Shpeley provided a draft agenda for the December General Meeting. It was suggested that due to the success of the Opportunities Fair last February that one be offered at this meeting. This would occur prior to the opening of the meeting. The agenda would include greetings from the City of Edmonton and from sponsors. There could possibly be a Notice of Motion on the





CLOG grant formula. Confirmation on whether this is possible will be confirmed at the November Board meeting. There will be a motion to welcome Allard Community League into the membership. Election of Board Members at Large will be held. L. C-Shpeley will provide a more concrete agenda for Board approval at the November Board meeting.

11.0 Finance Committee - Verbal Report (A. Lunden)

The draft budget for 2024 is almost complete and the third quarter report will be ready for presentation at the November Board meeting. The Committee is continuing to work and strategize with the financial consultant. Addressing membership objections to fee increases, A. Lunden suggested asking what services they would be willing to cut. Revenue continues to be a challenge. There is a need to find new groups that could serve as advocates such as developers. S. Johnston reminded the Board that a previous motion had been made not to pursue developer help, so if this was to be considered, the motion would have to be reversed.

12.0 Board Development and Nominations Committee (J. Parsonage)

The Committee met on October 3, 2023 and fleshed out a plan for 15-20 minute education sessions at board meetings. The Board then reviewed and amended the Board Members General Meeting Policy which provides guidance to board members on attending general meetings as Member Representatives from their Community Leagues. As well, the Committee discussed the appropriate number of Board Members at Large to include on the Board under the new bylaws. There are both real and perceived conflicts of interest which may occur when an EFCL board member is representing their Community League as a member representative at an EFCL General Meeting. Either you are attending as a Board member and someone else is attending as the Community League representative, or you give notice that you will be attending the general meeting as your community league representative. The Committee presented several recommendations.

- Electing one board member at large, nominating J. Morgan for that role, and keeping the remaining board members at large capacity (up to 3) unfilled at this time but available should the Board require a specific skill on the Board.
- Accepting and including in the EFCL Board Operations Manual the Board Members at General Meeting Policy.

Several questions arose. On the policy, If a choice has to be made over representing your position as a member of the Board or as a representative of your Community League at a General Meeting, which would be the best? The answer was representing the Community League particularly if there is a need for quorum.

On redistricting, B. Richards asked whether his position would change as well because of the district shifts. The answer was no as he resides in the district he represents. The difference for J. Morgan is that he doesn't reside in the district he would represent, so must be elected as a member at large.



Motion 23-10-12-08: Be it resolved that the Board approves the Board Member General Meeting Policy.

B. Richards / S. Gaudet

Carried

Motion 23-10-12-09: Be it resolved that the Board include one Board Member at Large on the Board, effective December 5, 2023.

B. Richards / M. Wolf

Carried

13.0 HR Committee - Updated Contagious Illness Policy (L. C-Shpeley)

An updated contagious illness policy reflecting changes to adapt to various preventative measures and protocol was shared with the Board.

Motion 23-10-12-10: Be it resolved that the Board accept the updated Contagious Illness Policy as written.

L. Olsen / A. Lunden

Carried

14.0 Board Learning - Board Members at League AGMs (S. Johnston)

S. Johnston provided links to support board members asked to bring greetings, run elections or both at general meetings. This included how to run elections and a sample EFCL introduction. She also encouraged anyone needing further help or information to contact her.

15.0 Reports

Presidents Report

J. Parsonage and L. C-Shpeley co-opted a letter to the Edmonton Journal on recommended Zoning Bylaw Renewal environmental amendments.

Executive Director's Report

- L. C-Shpeley, J. Parsonage, A. Lunden and B. Lardner will attend the City Bylaw Zoning Renewal public hearings as representatives for Community Leagues.
- L. C-Shpeley offered to help as needed with district planning sessions.
- Mayor Sohi has indicated he wishes to take a tour of Edmonton and would like to visit Community Leagues. L. C-Shpeley will coordinate these visits.
- There has been a big turnover in staffing.
- Meetings with external stakeholders included Boyle Street Community Services, an AMCC engagement session, Kickstand Edmonton Centre Agency.
- New initiative: Initial conversations with the YMCA around hosting summer camps at Leagues in the summer of 2024.





- Engagement with internal stakeholders included Zoning Bylaw Renewal Ask Me Anything, District Meeting with Councillor Salvadore at City Hall and SWAC meeting.
- Events: Climate Change Panel with the Mayor held at NAIT.

J. Parsonage reminded everyone about the Anti Racism training prep work with the event occurring on October 24 at 5-9:30 p.m.

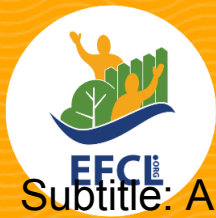
16.0 Termination

The meeting terminated at 9:02 p.m.

Name of Meeting

Type of Document

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